



Travelers Country Club On The Mississippi

*A Seasonal Residential
Recreational Community*

Rules, Regulations, & Policies *Part 2 of 2 – Buildings & Grounds*

**Updated by the Park Manager, Tami Rangel
June 2022**

With input from the Bylaws, Rules & Regs Committee
and all park members during the 2021 Season.

**Reviewed for final approval
by the 2022 Bylaws, Rules & Regulations Committee Members:**
Jeff Pierret (Board Liaison), Brad Bennett (Chairperson), Dennis Oberloh,
Cindy Winter, Barb Weber, & Eldon Kathman

2022 Board of Directors

President: Tim Trocke
Vice President: Duffy Hansen
Secretary: Jon Domning
Treasurer: John Deibel
Theresa Oberloh
Julie Lonning
Jeff Pierret

Travelers Country Club on the Mississippi
11290 80th Ave., S.E,
Clear Lake, Minnesota 55319

Phone: (320) 743-3133 • Fax: (320) 743-6201
Email: tccomoffice@gmail.com

www.travelersconmiss.com

TABLE OF CONTENTS

INTENT	2
LOT DEVELOPMENT	2
A. LOT (Res Lot Line (pg. 3) Lot Line Infringe (pg. 5) Temporary Lot Usage (pg. 6)..	2
B. GENERAL	7
C. UNITS	10
D. ROOF OVERS	10
E. MINNESOTA ROOMS.....	11
F. PATIO MATES and SCREEN PORCHES	11
G. ROOF HEIGHT	11
H. GAZEBOS.....	11
I. DETACHED SCREEN ROOMS.....	12
J. DECKS	12
K. PERGOLAS / AWININGS	12
L. PATIOS	13
M. SHEDS / STORAGE BINS	13
N. FENCES / DECORATIVE SCREENS	13
O. DRIVEWAYS / SIDEWALKS	14
P. SATELLITE DISH	14
Q. UTILITIES	15
NEW HOMES and RE-SALES.....	15
TREE POLICY	15
VARIANCE	16
NOTES	16
ATTACHEMENTS	16
A. WORK PERMIT	17
B. TRAILER PLACEMENT COMPLIANCE INSPECTION	18
C. MARKETING COMPLIANCE INSPECTION	19

If you have a question,
read the Rules, Regulations, and Bylaws.

If you still have a question,
read them again.

If you *still* have a question,
ask a member of the committee that deals with the subject of your question.

DO NOT RELY ON WHAT SOMEONE TELLS YOU.

Intent

The Rules and Regulations were established in order to accomplish two main objectives for Park residents and guests:

- To provide an attractive, planned community in which you will be proud to live or have guests visit.
- To provide pleasant surroundings which you will find enjoyable and friendly.

With this in mind, it is the intent of these Rules and Regulations:

- That common sense, common courtesy and reason shall prevail.
- To ensure safe vehicle operation within the Park by residents and guests for the benefit of all vehicle operators, passengers, pedestrians and Unit owners (i.e. personal property).
- To ensure a safe and enjoyable experience by residents and guests at the Park pool, golf course and other activities.
- To present a Park that has order and uniformity among the structures within the community. No “sore thumbs” sticking out among a community of well-kept Units.

Should there be a disagreement or discrepancy with the meaning or interpretation of any Rule or Regulation, the Intent of the Rules and Regulations as stated above shall take precedence.

The following Rules and Regulations are for Travelers Country Club on the Mississippi hereinafter referred to as TCCOM.

1. LOT DEVELOPMENT - RESIDENTIAL LOT LINE DEFINITIONS – LOT LINE INFRINGEMENT AND TEMPORARY LOT USAGE

Units that remain in the Park throughout the year and are, or are in the process of being permanently skirted, are considered Permanently Skirted Units. Units that are removed from the Park each season are considered Non-Permanently Skirted Units. The MN Statutes Chapter 82A Membership Camping Practices and the MN Department of Health Mobile Home Parks and Recreational Camping Areas Chapter 4630 are the government regulations that apply to TCCOM.

A. LOT

- 1) No new “attached” structure (MN Room, Patio Mate or attached screen porch) shall be built in front of, or forward of, the Unit except a deck, pergola, a freestanding screen room or gazebo – see H, I and K below. The excepted structures can only be forward of, not in front of, the Unit.

- 2) If any lots on the river are lost to erosion, a site assignment will be designated in the 900-row beginning with the site next to the last assigned site. Sites in the 900-row, which are not assigned to a shareholder, are not to be used for any type of occupancy. Other than the assignment of a new site, as approved by the Board, there shall be no other compensation from TCCOM, and the shareholder is responsible for moving his/her own Unit.
- 3) Each lot is allotted a minimum of 2000 square feet per the Minnesota Department of Health Mobile Home Parks and Recreational Camping Areas Chapter 4630.0400. (The Recreational Camping Area rules are the ones that apply to TCCOM – not the Mobile Home Parks rules.) The width shall be measured from your stand-up water line to the neighbors' stand-up water line. The length shall be measured from the named road to the front of the Unit until the lot contains a minimum of 2000 square feet (width X length = 2000 square feet minimum).

a. TCCOM Residential Lot Line Definitions - General

Lot sizes vary by design from the first lots developed to the last lots developed.

Lot sizes also vary as the Park evolved from an RV Campground to its preset configuration with Park Model trailers, MN rooms, Gazebos, Screened-in Porches, Decks, etc.

Each lot is allotted a minimum of 2000 square feet per the Minnesota Department of Health Mobile Home Parks and Recreational camping Areas Chapter 463.0400. (The Residential Camping Area rules are the ones that apply to TCCOM – not the Mobile Home Parks rules.)

The actual square footage of any one lot shall be the length X the width as defined in the Lot Width and Lot Depth sections below.

Lot Width

The width shall be measured from your stand-up water line to the neighbors' stand-up water line.

Since a point – the stand-up water line – does not represent a line, a line shall be created by a line parallel to your trailer and running the depth of the lot as defined in the Lot Depth section below.

The position of the adjacent trailers must be taken into consideration when creating the parallel lines stated above. Some compromise may be necessary with respect to the parallel lines if the adjacent trailers are not parallel to your trailer.

End lots without a second standpipe shall be forty (40) feet wide.

Lot Depth

All measurements will be made from the named road to the depth specified below on both sides of the lot. A line connecting these two end points represents the back of the lot which should parallel the named road.

No permanent structure of any kind or permanent storage of any kind is allowed beyond 100 feet from the named road unless grandfathered in or a variance granted.

Lots 101 – 129:

Measured from River Road (the named road) to the golf cart path on the River side of the lot.

Lots 130- 137:

Measured from River Road (the named road) to the chain link fence on the River side of the lot.

Lots 146 – 187:

Measured from River Road (the named road) one hundred twenty-five (125) feet back toward the River side of the lot or to the golf cart path, whichever is less.

Lots 201-214:

Measured from River Road (the named road) one hundred twenty-five (125) feet back toward the golf course side of the lot or the golf course out of bound marker, whichever is less.

Lots 215 – 249:

Measured from River Road (the names road) one hundred twenty-five (125) feet back toward the service road on the woods side of the lot or the service road, whichever is less.

Lots 250 – 267:

Measured from River Road (the named road) to Activity Lane.

Lots 268 – 278:

Measured from River Road (the named road) one hundred twenty-five (125) feet back toward Cedar Road.

Lots 301 – 336:

Measured from Cedar Road (the named road) one hundred twenty-five (125) feet back toward the golf course side of the lot or the golf course out of bound marker, whichever is less.

Lots 401 – 442:

Measured from Shady Oak Road (the named road) one hundred twenty-five (125) feet back toward the golf course side of the lot or the golf course out of bound marker, whichever is less.

Lots 501 – 513:

Measured from Highland Road (the named road) one hundred twenty-five (125) feet back toward the golf course side of the lot or the golf course out of bound marker, whichever is less.

Lots 601 – 615:

Measured from Golf Road (the named road) to Clubhouse Road.

Lots 701 – 715:

Measured from Golf Road (the named road) one hundred twenty-five (125) feet back toward the golf course side of the lot or the golf course out of bound marker, whichever is less.

Lots 801 – 814:

Measured from Woodland Road (the named road) one hundred twenty-five (125) feet back toward the golf course side of the lot or the golf course out of bound marker, whichever is less.

Lots 901 – 908:

Measured from Shady Oak Road (the named road) one hundred twenty-five (125) feet back toward the golf course side of the lot (or Highland Road) or the golf course out of bound marker (or Highland Road), whichever is less.

b. Lot Line Infringement Policy and Procedure

This Policy and procedure are established to ensure the integrity of the residential lot lines within the Park – specifically the side lot lines.

Definition:

TCCOM'S Rules and Regulations define the residential lot line width as measured from your stand-up water line to the neighbors' stand-up water line.

All Units must be 2 feet from the lot line.

The side of the Unit will be considered the edge of the Unit and that no part of the Unit, including slide-outs, tip-outs, and foldouts, may be closer than 2 feet to the lot line, with the exception of the roof overhang. The roof overhang cannot drain on the neighbor's lot.

TCCOM'S Residential Lot Lines clarifies the residential lot line and width as:

The width shall be measured from your stand-up water line to the neighbors' stand-up water line.

Since a point – the stand-up water line – does not represent a line, a line shall be created by a line parallel to your trailer and running the depth of the lot as defined in the Lot Depth section below.

The position of the adjacent trailers must be taken into consideration when creating the parallel lines stated above. Some compromise may be necessary with respect to the parallel lines if the adjacent trailers are not parallel to your trailer.

End lots without a second stand-up water line shall be forty (40) feet wide.

History:

Early in the Park's history, permanent Units were not always placed 2 feet from the stand-up water line. Many trailers today have less than 2 feet between the stand-up water line and the Unit.

More recently, many LP tanks that were placed on the utility side of the Unit are over the lot line due to either the size of the tank or the less than 2' placement of the Unit (or both).

Procedure:

The Board of Directors established a procedure with respect to Unit placement several years ago to ensure all Units in the Park are 2 feet from the lot line. That procedure states that when a Unit is moved or replaced, the new Unit must conform to the current TCCOM Rules and Regulations – i.e., 2 feet from the lot line.

The procedure for the LP tanks is the same as that for the Units as stated above. The procedure is that when a LP tank is replaced or moved, it must conform to the current TCCOM Rules and Regulations – i.e., 2 feet within the lot line. And, as with new trailer placement or movement, an approved TCCOM Work Permit is required.

Therefore, to ensure you do not install something on the utility side of your trailer (or anywhere on your lot) that may have to be moved at your expense, please ensure that all installations have an approved TCCOM Work Permit and that, per the Work Permit, you have read and followed your current TCCOM Rules and Regulations. (Please note that some installations may also require a County Building Permit.)

c. TEMPORARY LOT USAGE

- i. Shareholders leased site(s) are for one Unit only.
- ii. For the purpose of cleaning, unloading, and loading, member's (stockholder's) recreational vehicles, campers, pickup campers, vans with sleeping facilities which have a motorized means of movement or have toilet facilities and/or electrical facilities (i.e., air conditioners, heaters, etc.), may be parked in a member's driveway and may be hooked up for electrical purposes only. This shall be for a maximum of 48 hours within a 7-day period. It is not for sleeping or being used as a living facility. After 48 hours, the vehicle must be moved to the member's storage area.
- iii. Tents, tent trailers, pop-up trailers and other sleeping facilities that do not have a motor or an air conditioner, may be parked for a period of not more than 72 hours (96 hours for major holidays) in a 7-day period on a member's driveway or on the members leased property. No such facility may be hooked up to the member's electrical or septic systems.
- iv. Guest's recreational vehicles, pickup campers, vans with sleeping facilities which have motorized means of movement or have toilet facilities and / or electrical facilities (i.e., air conditioners, heaters, etc.) which are more than twenty feet long (from the front bumper to rear bumper) may not be parked in a member's driveway or on a member's leased property. Said vehicle must be parked at the Welcome Building parking lots for not more than 72 hours in a 7-day period and registered at the Clubhouse Office. Said vehicles that are less than twenty feet long may be parked in the member's driveway for a period of not more than 72 hours in a 7-day period. (In no case can any of these units be hooked up to electrical or septic systems and may

not drain sewage within TCCOM property. However, they may be used for sleeping.) If any vehicle extends within one foot of the end of the member's driveway, it must be moved to the Welcome Building parking lot as set forth herein.

- v. The facilities listed in 1,2, 3, and 4 above may NOT be parked on common grounds.
 - vi. Such facilities cannot be parked to be within one foot of any paved roads or other gravel or dirt roads.
 - vii. Boats, utility trailers, cargo trailers, auto caddies, or other personal use equipment may not be stored on a site or common ground for more than 72 hours in a 7-day period during the Park's open season. Storage sites may be available to rent. (See Clubhouse office.)
 - viii. The member is responsible for any violation and may be fined for such violation.
- 4) Recreational camping vehicles (including Park Models) shall be separated from each other and from other neighbor's structures by at least ten (10) feet. Any accessory structure such as attached awnings, or individual storage facilities, shall, for the purpose of this separation requirement, be considered to be part of the recreational camping vehicle.
 - 5) There is an eight (8) foot easement from the center of all paved roads and service roads / golf cart paths to ensure room for member vehicles, service vehicles and snowplows.
 - 6) There is a five (5) foot setback for structures from the edge of all paved roads to ensure a clear pathway for snowplowing, traffic, safety, etc. Paving stones or above grade structures cannot be in any of the easements stated in 5) and 6). (See 7) below for grandfather clauses.)
 - 7) Structures built as of the date of approval of these Rules and Regulations shall be grandfathered in for the current owner. However, all sites must meet all requirements set forth in the current TCCOM Rules and Regulations at the time of sale. (Lots 702, 704, 707, and 708 with Gazebos as described in the current rules but slightly in front of the Units and sheds on Lots 707 and 710 that are closer than 5 feet to the road will NOT be required to meet that aspect of the current Rules and Regulations at the time of sale. EXCEPTION: Units less than two feet from lot line will be required to come into compliance only at the time the Unit is replaced.)
 - 8) All propane tanks used in the Park must be certified for propane use. TCCOM does not certify tanks for propane use and is not liable for any damage or injury caused by a member's propane tank.
 - 9) The procedure for an existing LP tank that is over the lot line is that when the LP tank is replaced or moved, it must conform to the current TCCOM Rules and Regulations – i.e., within the 2 feet from the lot line. And, as with new trailer placement or movement, an approved TCCOM Work Permit is required. All new LP tanks require an approved TCCOM Work Permit.

B. GENERAL

- 1) Sherburne County Building codes and the rules of the MN Department of Health apply to anything built at TCCOM and supersede TCCOM's Rules if they are more restrictive. If a Sherburne County Building permit is required for work being performed, a copy of that permit must be provided to the Office prior to any work being started. It is the responsibility of the shareholder to contact these agencies.

- 2) As per the Minnesota Department of Health, doublewide park models are prohibited. The primary Unit must be a park model, RV or travel trailer as defined by the Minnesota Department of Health Statute regarding Recreational Camping Areas.
- 3) Approved Request for Construction Permission or Lot Improvement / Building Permit (TCCOM Work Permit) must be obtained from the Office or Buildings & Grounds Committee before any site or building improvements and/or additions to a Unit can begin -- i.e., filling space between tip-outs, changing rooflines, building Minnesota rooms, screen rooms, in-ground irrigation systems, etc. This includes the removal of all trees in the Park. (This is primarily a safety precaution. However, the environment and total Park presentation are also taken into consideration.) Any alterations or additions must be similar to the existing Unit (including the roof) in style and color plus conform to existing rooflines.
 - a. The TCCOM Work Permit form must be filled out as completely as possible. It must say and show exactly what you want to accomplish. This includes sizes, dimensions, materials to be used and clearance distance from lot lines and adjacent Unit and structures. It must also show all electrical work including the name of the licensed contractor doing the electrical work.
 - b. A sample drawing is available in the office. Construction work must not be started prior to 7 AM and must cease by 7 PM.
- 4) All building requests for structures that are 3 dimensional in nature shall present a layout showing the placement of the structure on the lot, structure dimensions and distance to the neighbor's Unit and other structures on the lot, and elevations of the structure showing sides and roof if there is one. This includes decks, gazebos, screened in porches, Minnesota rooms, etc.
- 5) NOTE: The structural load of any structure built on your site must be supported by its own foundation -- no load can be transferred to your Unit. (Fastening a self-supported roof to the Unit is OK if it can be quickly and easily detached from the Unit.) Building codes must be followed.
- 6) TCCOM Work Permits are not valid unless signed by two members of the Building and Grounds Committee and/or the Park Manger (if Building and Grounds personnel are not available) and are valid only for the calendar year in which they are approved. Upon completion of a project, the member shall notify the office and Building & Grounds will follow-up with a Work Permit Final Inspection. No construction will be allowed between October 15th and April 15th of the following year unless the Board grants a variance. TCCOM Work Permits will take approximately seven (7) days for completion of the approval / disapproval process. Variances will take longer as they must be submitted to the Board of Directors for review and approval / disapproval. The approved or disapproved shareholder's copy (color copy) will go to the shareholder. The approved colored copy shall be displayed, unless a County Permit is issued and displayed in a manner that is readable from the outside of the Unit until the work is completed. A variance may only be granted at a Board meeting.
- 7) All structures on a site must have roofs that are earth tone in color. Earth tones include browns, tans, grays, greens, whites, and blues. Earth tone colors are muted and flat. Colors of the siding and roof must match the existing Unit. Roofing that attaches to the Unit must be the same color, not a shade of the same color, as the Unit.
- 8) Any electrical upgrade or repair on any site must conform to State and Local Codes. A licensed electrician must complete the work.
- 9) Permanently skirted units shall NOT be equipped with:
 - a. Electrical appliances that impact TCCOM's septic system:
 - Garbage Disposals
 - Dishwashers,
 - Clothes Washers
 - b. Electrical appliances that only impact TCCOM's electrical grid:

- Electric Clothes Dryers
 - Electric Cooking Ranges / Stoves
 - Electric Water Heaters
 - Air Conditioners with Heat Strips
- 10) Non-Permanently skirted units that have a factory installed washing machine, electric clothes dryer and/or electric water heater will NOT have to have these appliances removed or disconnected.
 - 11) Gas clothes dryers may be placed in a Minnesota room. (A TCCOM work permit is required to install a gas dryer.)
 - 12) Correspondence received from the Sherburne County Planning & Zoning Administration, dated September 9, 2004, states that our RV Park Conditional Use Permit, issued by the State of Minnesota, prohibits the installation of any plumbing in any structure on individual lots other than Units. That includes Minnesota Room, Gazebo, Screen Porches, and Sheds. Sherburne County is currently applying these rules to all RV Parks in the County.
 - 13) The Buildings and Grounds Committee must be contacted prior to installation of Units. All Units must be 2 feet from the lot line. (Sample Trailer Placement Inspection Form follows rules.)
 - 14) Things you MAY do on your lot, without an approved TCCOM Work Permit:
 - a. Plant, prune or remove flowers or shrubs.
 - b. Prune branches not exceeding 2 inches in diameter (two inches across – see # 3 -- Tree Policy below).
 - c. Lay or remove decorative rock, gravel, or mulch.
 - d. Seal coat an existing driveway.
 - e. Paint and do normal maintenance (not alterations to structures or replacement of roofing material).
 - f. Add stepping-stones or pavers not joined edge to edge.
 - g. Add low-voltage lighting.
 - 15) Under NO circumstances are any of the items in 15 above to be done on common ground unless approved by the Board. (Such as volunteers working on common grounds, variances, etc.)
 - 16) The units that have washers and dryers prior to 1993 are grandfathered in. A list of said units is maintained in the TCCOM Office.
 - 17) In 2012, a variance was granted to all units for sale - now and in the future - that have non-compliant electrical appliances, which affect only the electrical grid. They must prove the non-compliant appliances were in the unit before they purchased the Unit. (i.e., the Park's mistake.) They must have:
 - a. Paperwork in the Unit's permanent file to support the claim.
 - b. Or the owner must be able to verify their claim comparing date of manufacturer of the appliance (via make, model and serial #) with the Unit's purchase date.
 - c. The variance would apply to the new owner and remain in effect until the non-compliant appliance was no longer repairable or until the new owner (buyer) sells the property at which time the owner (now the seller) would have to bring the unit into compliance. This would be necessary before listing the property for sale.
 - 18) There shall be no satellite hot water heaters allowed in sheds except those existing prior to September 2001 which are grandfathered in per guidelines of the MN State Inspection requirements.

C. UNITS

- 1) Units must conform to HUD regulations. Minnesota Statutes govern the type of the unit -- a motor home, Park Model, motorized Recreational Vehicle or non-motorized Recreational Vehicle. The maximum size of a Unit plus any combination of MN Room, Patio Mate, Screen Porch, or roofed deck is 800 square feet.
- 2) All incoming Park Model homes or trailers must be inspected and approved by the Park Manager and/or Building and Grounds persons before installation on site – form must be signed by two people.
- 3) For the safety of all TCCOM members and their guests, and the quick and easy identification of Lots and Units by emergency personnel, ALL lots shall have reflective 3” or 4” legible (from the named street) lot numbers.
- 4) The side of the Unit will be considered the edge of the Unit. This means that no part of the Unit, including slide-outs, tip-outs, and foldouts, may be closer than 2 feet to the lot line, except for the roof overhang. The roof overhang cannot drain on the neighbor’s lot.
- 5) All Units must display up-to-date license plates or have a certificate of title whichever is applicable.
- 6) Wheels are not to be removed from the Unit. (RV Park Conditional Use Permit rules)
- 7) Any Unit parked on a site for one calendar year or more must be skirted. Skirting must be completed within three months from the end of the first 12 months of stationary status and must be of colors compatible with the color of the Unit. Skirting must be wood, vinyl, or metal.
- 8) Standard detached central AC units must be placed either to the front or rear of the Unit. The only exception is a heat pump/ductless AC that may be placed on the side of a unit and located within the lot line (per the email from the MDH dated 7/7/16). The approximate size of the heat pump AC is 23” wide X 23” high X 6” deep. A park work order is required before placement. Please provide a drawing of the proposed placement on your work order.
- 9) Awnings may be installed on Unit or Minnesota Rooms over windows and doors. Projections cannot exceed 40 inches on door awnings or 36 inches on window awnings. The width is not to exceed 6 inches wider than the trimmed opening. Projections on the 2-foot setback side of the Unit will be limited so they do not drain on the neighbor’s lot.

D. ROOF OVERS

- 1) A roof over is a structure built over an existing Unit.
- 2) The Unit must be able to support the weight of the roof -- no pole barn construction allowed per Sherburne County.
- 3) A Shareholder may have only one of the following options per site: (Note: Attached and detached refers to the Unit.)
 - a. One Unit plus a detached screen room.
 - b. One Unit plus an attached screened room or Patio Mate.
 - c. One Unit plus a five or more equal sided wooden Gazebo or detached screen room.
 - d. One Unit plus a Minnesota Room and attached screen room.
 - e. One Unit plus a Minnesota Room, Gazebo, or a detached screen room.

E. MINNESOTA ROOMS

- 1) A Minnesota Room, including the roof with overhang, may not extend beyond the FRONT or REAR of the Unit. Roof overhangs will not exceed 20 inches around the structure and not extend past the Unit's roof.
- 2) See GENERAL section with respect to roof color and siding. See UNITS section regarding awnings.
- 3) Fully enclosed room additions are allowed. If the Unit and enclosed room addition is less than 800 square feet, the remaining area may be screened or be a covered deck. Plumbing and electric heating are not allowed. A licensed electrician must install all electrical work. One window AC unit, not exceeding 10,000 BTU/H, will be allowed upon approval of TCCOM Work Permit by Building and Grounds Committee – or see 1, C, 8) for heat pumps.
- 4) The structure of the Minnesota room may not be built closer than 8 feet from the lot line and at least 10 feet from the neighbor's Unit, structures, or decking.
- 5) Treated wood must be used on the floor and rim joists if within 12 inches from the ground. If the room is being installed on top of an existing deck, and the existing deck is within 12 inches from the ground, and the floor joists on the deck are NOT treated wood, the joists will have to be replaced with treated wood. In addition, the existing deck must be able to carry the additional load of the room.
- 6) Egress (exit) door on end of the new structure -- Minnesota Room -- (street side) must be set back a minimum of 3 feet from end of Unit to allow for a landing. Minnesota Rooms installed prior to 1/1/2011 that have sliding doors, storm doors or entry doors that open outward but have no set back landing are grandfathered in.
- 7) Entry landing and/or roof on the named street side of the Unit will be considered part of the allotted 400 sq. feet. Roof and landing must not extend past the end of Unit. Steps to landing may extend past the end of Unit.
- 8) Building of a Minnesota room does require a building permit from Sherburne County. The phone number is (763) 765-4450.

F. PATIO MATES and SCREEN PORCHES

- 1) A patio mate or attached screen porch may not extend beyond the front or rear of the Unit. Colors are to be compatible with the Unit. The Unit plus these additions cannot exceed 800 square feet. The shareholder should contact the Building and Grounds Committee before commencing the additions.
- 2) Permanent roofs may be installed over existing patio mates/screen rooms. See GENERAL section with respect to roof color and siding.

G. ROOF HEIGHT

- 1) Low sloped/flat roof to be no higher than one (1) foot above roof of trailer.
- 2) Hip/gable roof: Roof peak to be no higher than twelve (12) feet above finished floor. EXCEPTION -- Lofted trailers: Peak of addition not to exceed original trailer roof height.

H. GAZEBOS

- 1) A gazebo is a five or more equal sided structure with windows and/or screens on all sides and one door. It cannot exceed 200 square feet. The fascia of the gazebo may not be higher than the fascia of the Unit roof. See GENERAL section with respect to roof color and siding.

- 2) An AC of no more than 115 volts with a capacity of no more than 10,000 BTU/H is allowed with Building and Grounds approval.
- 3) A gazebo may be placed partially (less than ½ the gazebo) forward of the Unit but not in front of the Unit. The location must be at least 10 feet from the neighbor's structures and at least 8 feet from the lot line.
- 4) On a gazebo, if the entire gazebo door is within the front or rear of the Unit, it may be connected to the Unit. The total area of the gazebo and connection cannot exceed 400 square feet.

I. DETACHED SCREEN ROOM

- 1) An approved work permit is required.
- 2) A detached screen room must be at least 10 feet from the neighbor's structures and a minimum of two feet from the lot line (stand-up water pipe).
- 3) Only factory-built units allowed.
- 4) Metal/steel or canvas roofs are allowed.
- 5) Screen panels ONLY from floor to roof and the structure can be no larger than 144 sq. ft. either square, rectangular, round or 5 or more equal sides.
- 6) Screen rooms may be placed partially (less than ½ the room) forward of the Unit but not in front of the Unit.

J. DECKS

- 1) The Sherburne County Zoning Department requires a Building Permit for any deck or platform 30 inches or more above the adjacent grade. The phone number is (763) 765-4450. The permits will not be granted without an approved TCCOM Work Permit. It is best to take the TCCOM Work Permit to the County when making the application for a building permit. Any deck within the length of the neighbor's Unit must be at least eight (8) feet from the lot line and 10 feet from the neighbor's structure or the area where a future full-sized Park Model would reasonably be placed. Outside this area, the deck may be 2 feet from lot line. A deck that doesn't need a Sherburne County permit will still need a Building and Grounds work permit. A set of deck guidelines will be attached to the member's copy of the work permit. Any deck built is not to be attached to the unit and deck construction should follow the basic guidelines approved by Sherburne County and the TCCOM Rules and Regulations.
- 2) A maximum of 650 square feet of deck will be allowed, including the area under the Minnesota room, screen room, or gazebo. Decks are not to extend more than 14 feet forward of, but not in front of, the Unit and no closer to the named street than the rear of the Unit. Decks must be skirted under the same criteria as the Unit. Steps will be allowed beyond the deck front and rear.
- 3) No raised decks or raised patios may extend across the front of the Unit. Decks over 30 inches above grade must have guardrails not less than 36 inches in height. Balusters shall be no greater than 4 inches apart. If your deck is less than 30 inches above grade, a railing is an option that is up to the shareholder.
- 4) Treated wood must be used on the floor and rim joists if within 12 inches from the ground.

K. PERGOLAS / AWNINGS

- 1) A pergola is a deck/patio overhead structure that is typically built with posts supporting an open roof of girders and cross rafters. However, an appropriate quality canvas or

other similar material may be used to cover the roof with approximately a foot overhanging the top of the side walls to secure the roof cover.

- 2) An awning is one similar to that manufactured by SunSetter® or Sunesta® that is attached on one end to the MN Room, or side of the unit, is self-supporting when opened, with no posts or supports going down to the ground, has a quality canvas or other similar material awning, and used to shade a deck. It can be operated manually or with electric power.
- 3) A Lot may have either a pergola or an awning – not both – and the color of the canvas or similar material must be mainly earth tone that compliments the trailer.
- 4) Pergolas or awnings can be no larger than the deck or patio they span and may not extend more than 14 feet beyond (but not in front of) the trailer. Pergolas must be freestanding – not attached to MN Room.
- 5) The maximum height of the pergola or awning is the height of the outside trailer, MN Room, or Screen Porch wall (where wall and roof meet) or the height and angle the roof line.
- 6) Awnings must be closed from dusk to dawn.
- 7) Vines or plants that may close in the pergola framing are not allowed. Pergolas may not have side lattice or other material that would close in the walls.
- 8) Pergola materials may be wood, plastic or metal and must be an earth tone color that compliments the existing structures – trailer, MN Room, Screen Porch, Deck, etc.

L. PATIOS

- 1) Paving stone, treated, or composite wood, or block patios are permitted but must be approved by the Building and Grounds Committee. Treated or composite wood must be in direct contact with the ground. There cannot be any voids for rodents to nest.

M. SHEDS / STORAGE BINS

- 1) The Building and Grounds Committee must approve a TCCOM Work Permit detailing plans before construction may begin. The maximum shed size is 10' X 12' or a total of 120 sq. ft. including floor area under the outside walls. No cantilevers or pop-outs permitted. The maximum height is 114 inches from the finished floor to the peak of the roof level. Either mid-gable or gambrel roofs are allowed. The shed must be a color compatible with the color of the Unit (Park Model or RV). The exterior is to be covered with wood, vinyl, metal, or exterior approved by Building and Grounds Committee.
- 2) Any shed must be no less than 10 feet from the neighbor's Unit, including all structures. Sheds are not allowed to be closer than 5 feet from the named paved street surface to allow safer egress from the parking area and for snow removal and 2 feet from the lot line.
- 3) See GENERAL section with respect to roof color and siding (except manufactured metal roofs).
- 4) 1 or 2 plastic or resin, factory-built storage bins are allowed with a combined total of all bins not to exceed 180,400 cubic inches or 104.4 cubic feet, positioned within the lot lines in an appropriate area next to the shed or unit.
- 5) A work permit is required.
- 6) No access from the inside of the shed or unit into the storage bin(s) is allowed.

N. FENCES / DECORATIVE SCREENS

- 1) Residential fencing is allowed as follows with approved TCCOM Work Permit:

- a. A decorative screen to a maximum dimension of 54 inches high and 8 feet long to cover meters and water lines. If the gap between utilities is more than 3 feet and the total length would exceed 8 feet, then two decorative screens may be used the sum of which shall not exceed 8 feet.
 - b. Enclosures to screen gas tanks and air conditioners no higher than 6 inches above or 6 inches wider than said items.
 - c. Privacy screens not to exceed 54 inches high x 8 feet wide.
 - d. Decorative landscaping fence (vinyl or wood split rail) not to exceed 4 feet high x 8 feet wide.
 - e. Decorative landscape screens (not solid panels) not to exceed 6 feet high x 8 feet wide.
- 2) For the current shareholder, all decorative screens not meeting these requirements that were installed before 9/1/2010 are grandfathered in. However, the requirements must be met before the Unit is sold to a new shareholder.
 - 3) No fences may be installed that separate lots.

O. DRIVEWAYS / SIDEWALKS

- 1) Driveways are allowed from the named paved street side of the lot only except for residents in Lots 215 through 249.¹ The driveway may be on the lot line on the water/electrical side of the lot. The driveway must be at least 4 feet from the neighbor's water/electrical lot line. Note: Vehicles, Golf carts, etc. cannot park in the MDH 10' rule area.
- 2) No more than 750 square feet of solid surface material may be laid on one site. This includes all solid paving on the site (such as concrete, asphalt, class #2 and class #5 material) except solid surface material under the Unit, Minnesota room or shed and sidewalks. Sidewalks are not to exceed 48 inches in width.
- 3) A contractor licensed in accordance with the State of MN must lay all asphalt or cement. Contractor, if not licensed, must provide a certificate of insurance. All asphalt must be properly compacted. Concrete driveways must be reinforced with wire mesh or better.
- 4) Driveway construction may not alter the natural drainage from the adjacent lots. All driveways should be constructed to reduce the flow of runoff to or from adjacent lots.
- 5) Gravel driveways must be kept weed free.

P. SATELLITE DISH

- 1) A satellite dish may be installed on your site. A TCCOM work permit is required. Some considerations when a satellite dish is placed on common ground:
 - a. Consideration may be given to cut a tree limb or two, to enable the dish to receive reasonable reception without being placed on common ground; such trimming must be approved by Building and Grounds Committee and paid for by the shareholder.
 - b. When placed on common ground, the dish must be placed where extra mowing time is not involved, such as in front of a tree or between two close trees.
 - c. Hosta type plants must be planted around the dish base to avoid need for trimming and ease of mowing grass around the base. When on common ground, it is the shareholder's responsibility to trim around the base.
 - d. All owners are required to sign a "TCCOM is Not Responsible For Damage to the Dish" form for all dishes placed on common ground so that if straight line winds, tornado,

¹ This rule is a result of a vote of the membership counted on 9/18/14.

RULES AND REGULATIONS Part 2 of 2 – LAST UPDATED 06/16/2022
normal ground maintenance, acts of golfers, etc., cause damage to occur to the dish it is the owner's responsibility.

Q. UTILITIES

- 1) All lots have sewer, water, electric and telephone hookups available.
- 2) The sewer outlets must extend no less than ten feet from the water service to comply with Minnesota State Health Department statues.
- 3) The Building and Grounds Committee must approve the moving of electrical or water hookups.
- 4) The State Board of Electricity does not permit the enclosure of electrical meters.
- 5) Water supply to the site shall consist of a standpipe and shut off valve or hose bibb or bibbs with a backflow preventer. Every hose bibb must have a backflow preventer. A flexible hose or line must make the connection from the standpipe to the shareholder's plumbing. **Any additional plumbing such as water filters, garden hoses, irrigation systems, and water conditioners are permitted but must be mounted on the opposite side of the 4 x 4 post and not in the immediate vicinity of the standpipe. Installation and maintenance of such additions shall be the sole responsibility of the shareholder. It is against TCCOM Water Standpipe Policy and Procedure to alter TCCOM'S water standpipe.**
- 6) Changes necessary to bring the site into compliance with this rule may be done at any time but must be done when it is necessary for TCCOM to repair or replace its valves or parts.
- 7) When blowing out the Park system in the fall, it is necessary that all shareholders' plumbing be disconnected from the system. It would be appreciated if the shareholder would leave his/her plumbing disconnected following his/her blow out. This will save the maintenance crew many hours of work.

2. NEW HOMES AND RE-SALES

- A. A Compliance Inspection report (Sample follows rules) must be completed by Building and Grounds committee members and/or the Park Manager and signed by two people prior to any listing or marketing of any home to be sold. This ensures that all rules regarding removal of unauthorized items are taken care of before the sale can be completed.
 - 1) This includes the owner and inspector signing that there are no clothes washers, electric clothes dryer, garbage disposal, dishwasher, electric cooking range, or electric water heaters on the premises. New Units to the Park with the above listed items must have said items removed or disconnected so these items cannot be used.
 - 2) If a seller is not using TCCOM marketing, the TCCOM office must be notified and a key for the unit left at the office at the time of listing / advertising for the purpose of compliance inspection only. If a key has not been left at the office at least 96 hours prior to closing, the seller may not be able to close on time. Completion of a compliance inspection is required for closing and no closing can take place until the inspection is completed and Unit brought into compliance.

3. TREE POLICY

- A. No tree may be removed, or major trimming done (branches exceeding 2 inches in diameter) without Building and Grounds approval. With that approval, both tree and stump removal are at the expense of the individual shareholder.

- B. TCCOM may do trimming or removal of trees at member's expense due to member's poor maintenance. (See Rules & Regs, Part 1 of 2; 1. MEMBER RESPONSIBILITIES, D.)
- C. Trimming of oak trees before July 15th is not allowed. We want to avoid the possibility of infection of diseases to which oak trees are particularly susceptible. (i.e., Oak Wilt)
- D. Any violation of the Tree Policy will result in a minimum fine of \$200 per incident.

4. VARIANCE

- A. A variance of only a TCCOM Rule or Regulation may be obtained from the Board of Directors only at an officially called meeting.
- B. A variance request must be in writing and have attached to it all the disapproved documentation. No variance will be considered without all the disapproved documentation (if such documentation exists).
- C. A variance shall be approved or disapproved by a majority vote of the Board and must be signed by the Board President and Secretary.

5. NOTES

- A. Additional rules, regulations, courtesies, etc. are found in:
 - 1) State and local laws pertaining to Recreational Camping Areas
 - 2) The Minnesota Department of Health Regulations
 - 3) Federal statutes for Non-Profit Corporations such as TCCOM
 - 4) International Building Codes for One- and Two-Family Homes (for Minnesota Rooms, Screen Porches, Gazebo's, Decks, etc.)
 - 5) Golf Rules and Courtesies
 - 6) Tennis and Pickleball rules and courtesies.

End of Rules & Regulations – Part 2 of 2
(3 attachments to follow)



WORK PERMIT

(TCCOM Work Permit is for construction of additions, improvements, or other Lot changes. Members proceeding with work prior to TCCOM work permit authorization will be fined \$100.00)

- I, _____, request approval from the Building and Grounds Committee and the Board of Directors to make the following improvements to Lot # _____, Phone # _____, email address _____.

PROJECT SUMMARY

I, the undersigned, have read the current TCCOM Rules and Regulations. I agree to abide by these rules and regulations. If any aspect of this proposed project does not comply with these rules and regulations or building codes, I agree to rectify it as needed at my expense – even if a TCCOM Work Permit was issued. Said corrections shall be made on a timely basis.

NOTE: Proceed at your own risk. TCCOM assumes no liability for work performed.

SignatureDate

- PROJECT DESCRIPTION (In Detail – attach all detailed drawings, elevations, specifications, etc. necessary to approve the requested project.)

APPROVED

DENIED

Building & Grounds Committee Date

Building & Grounds Committee Date

Building & Grounds Committee Date

Building & Grounds Committee Date

FINAL B&G APPROVAL/DENIAL: _____ Date _____

VARIANCE APPROVAL/DENIAL: _____ Date _____

TRAVELERS COUNTRY CLUB ON THE MISSISSIPPI

TRAILER PLACEMENT COMPLIANCE INSPECTION

SITE # _____

A TCCOM Building & Grounds (B&G) committee volunteer will work with the Member/Owner and the company placing the trailer to help ensure correct placement. The B&G volunteer will explain the rules & regulations that pertain to trailer placement and help mark out the “lot line.” Once the trailer has been set in place, the Member/Owner or the trailer company must contact B&G at _____ to verify that the trailer placement is correct. (If you can’t reach B&G, call the office at: 320-743-3133.)

Skirting: (date one yr. from placement) _____	Deck: _____
Shed: _____	Electric Water Heater: _____
Washer: _____	Electric Dryer: _____
Garbage Disposal: _____	Dishwasher: _____
AC with Heat Strips: _____	Solid Surface: _____
Electric Range: _____	MN State 10’ Rule: _____
TCCOM 8’ Rule: _____	TCCOM 2’ Rule: _____
Plumbing on Standpipe: _____	_____
Miscellaneous: _____	_____

Checked by B&G: _____ Date: _____

Checked by B&G: _____ Date: _____

ACKNOWLEDGEMENT OF TRAILER PLACEMENT INSPECTION

Shareholder/Owner

Shareholder/Owner

Print

Print

Signature

Signature

TRAVELERS COUNTRY CLUB ON THE MISSISSIPPI

COMPLIANCE INSPECTION OF PARK RULES & REGULATIONS*

SITE # _____

As per Traveler’s Country Club on the Mississippi’s (TCCOM or Park) Rules & Regulations, this is an informational guideline for shareholders who are listing their site with TCCOM Marketing.

Site is IN COMPLIANCE with Park rules & regulations: _____.
(Approved variances and grandfather clauses are noted below. Ask about these clauses to ensure you understand them.)

Site _____ is currently NOT IN COMPLIANCE with Park rules and regulations as noted below:

Skirting needs repair: Y or N

Washer: Y or N

Shed sz.100 Sq. ft/114” Flr. To peak: Y or N

Electric Dryer (Allowed in MN Rm only): Y or N

Shed 5’ from road/10’ from structure/ 8’ from standpipe: Y or N

Storage bins 1 or 2 resin (factory built) combined total 180,400 cubic inches or 104.4 cubic ft.placed next to shed or unit Y or N Total:_____

Deck w/in 650 sq. ft (total): _____

Electric Water Heater: Y or N

Total Solid Surface w/in 750 sq. ft (total): _____

Dishwasher: Y or N

AC with Heat Strips: Y or N

Garbage Disposal: Y or N

TCCOM 2’ Rule: Y or N

Electric Range: Y or N

TCCOM 8’ Rule: Y or N

MN State 10’ Rule: Y or N

Extra Plumbing on Standpipe: Y or N

30 Day Rule Cleaning needed: Y or N

Backflow preventer(s): Y or N

Water heater, washer/dryer in shed Y or N

Lot Line Infringement: Y or N

Miscellaneous:

* TCCOM inspects for TCCOM Rules & Regulations.

This inspection is NOT an in-depth housing inspection.

Checked by Building & Grounds: _____ Date: _____

Checked by Building & Grounds: _____ Date: _____

ACKNOWLEDGEMENT OF SITE INSPECTION

I / We are aware of the above noted items that are not in compliance with the Park rules & regulations.

Seller(s)

Buyer(s)

Signature(s)

Signature(s)